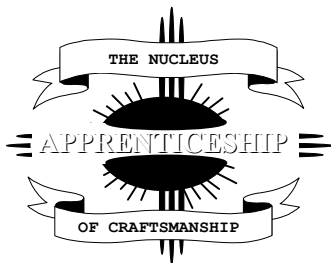




STANDARDS OF APPRENTICESHIP
adopted by

OREGON AND SOUTHWEST WASHINGTON DRYWALL FINISHERS
APPRENTICESHIP COMMITTEE

<u>Skilled Occupational Objective(s):</u>	<u>(sponsor)</u>	<u>DOT</u>	<u>Term</u>
DRYWALL FINISHER (TAPER)		842.664-010	6000 HOURS



APPROVED BY
Washington State Apprenticeship and Training Council
REGISTERED WITH
Apprenticeship Section of Specialty Compliance Services Division
Washington State Department Labor and Industries
Post Office Box 44530
Olympia, Washington 98504-4530

APPROVAL:

APRIL 18, 1985

Initial Approval

By: LAFRANK NEWELL

Chairman of Council

JANUARY 18, 2002

Addendum Amended

By: PATRICK WOODS

Secretary of Council

APRIL 19, 2002

Committee Amended

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NOTE: THE FOLLOWING ADDENDUM SHALL BE SPECIFIED TO THE GROUP
JOINT APPRENTICESHIP AND TRAINING COMMITTEE AND ITS CRAFTS.

The following Standards of apprenticeship, Oregon and Southwest Washington Drywall Finishers, with supplements pertaining to the necessary work experience of the trade and a progressive wage scale will, when approved by and registered with the Registration Agency, govern the training of apprentices in this industry.

If the apprentice job is covered by a collective bargaining agreement, the lawful provisions there of shall supplement, or prevail over, these Standards if there is a conflict between the bargaining agreement and Standards.

1. GEOGRAPHICAL AREA COVERED:

Clark, Klickitat, Skamania, Cowlitz, Wahkiakum Counties and that portion of Pacific County south of a straight line made by extending the north boundary line of Wahkiakum County west of the Pacific Ocean.

2. MINIMUM QUALIFICATIONS:

All applicants shall meet the following minimum qualifications:

Age: Must be at least 17 years of age.

Education: Must be a high school graduate or have a GED equivalent and present transcripts and/or test scores.

Physical: Physically able to perform the work of the trade.

Testing: N/A

Other: Mandatory Orientation class must be attended prior to being placed on the ranked pool of eligibles.

3. CONDUCT OF PROGRAM UNDER WASHINGTON EQUAL EMPLOYMENT
OPPORTUNITY PLAN:

Applications are available and accepted at 12867 NE Whitaker Way, Portland, OR 97220 and at locations listed in the Public Announcement

A. Selection Procedures:

1. The JATC/sponsor will select apprentices from a ranked pool of eligibles.
2. Public notice shall be disseminated at least semi-annually. The minimum qualifications, time and dates for processing applications, address(es)

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where applications are available and general duties of the occupation will be included on the public notice.

3. Applications will be accepted at locations established in the public announcement on the first and third Tuesday during the months of January through September. No applications will be accepted during the months of October, November or December.
4. All applications submitted prior to the last business day of March, May, July and September will be processed and all qualified applicants will be placed in the pool or eligibles.
5. Applications will be provided to any interested individual. Applicants will sign the "Applicant Log" which will identify all applications by a log number that corresponds to the application number. Completed applications will be date stamped upon receipt by the sponsor/committee.
6. The individuals who do not meet the minimum qualifications will be notified prior to being allowed to reapply.
7. All applicants who meet the minimum qualifications will be ranked based on the point system detailed below and will be scheduled for a mandatory orientation class. After completing the class, applicants will be placed on the ranked pool or eligibles list according to numerical order.
8. Applicants who do not attend one of three scheduled orientation classes will not be placed in the pool of eligibles. They will be notified of two subsequent orientation classes.
9. Individuals in the ranked pool of eligibles will be kept on the list until registered or until their two-year anniversary of the date of application. Applicants may be removed from the eligible pool before the two year expiration date in three ways: one, by their written or verbal request; two, failure to respond to an apprentice job opportunity; and three, failure to inform the Apprenticeship office of a current mailing address and telephone number.
10. An Applicant who has been removed from the list of eligibles for any of the three reasons listed above will be restored to his/her position on the list of eligibles upon written request by the Applicant one time only.

EXCEPTIONS:

11. Former Apprentices who gained at least 1,000 OJT hours in a registered painting program within three years of the application date will be permitted to return to the program. The Applicant must meet the current

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minimum qualifications and make application during an open enrollment period. The applicant will pick up his/her training where he/she left off instead of re-entering as a beginning Apprentice and will be placed at the top of the ranked pool. If the Applicant was terminated from the previous apprenticeship program for cause, he/she is not allowed to use this exception.

12. The sponsor will approve the direct entry into Apprenticeship openings of graduates successfully completing specific training programs approved by the JATC. Direct entry applicants are placed at the bottom of the out of work Apprentice list. This priority is granted by the program sponsor without regard to established eligibility lists or the necessity of requiring these individual graduates to further qualify through written Apprenticeship Tests or application openings. Such priority is granted without regard to race, color, religion, national origin, or gender.
13. Active apprentices registered in a recognized Drywall Finisher apprenticeship program affiliated with the International Union of Painters and Allied Trades shall be permitted to transfer to the Oregon & SW Washington Drywall Finishers JATC program pursuant to the Constitution and by-laws of the International Union of painters and Allied Trades and with the approval of this JATC. A transferring apprentice will be placed at the bottom of the out of work apprentice list following their attendance at an apprenticeship orientation. This priority is granted by the program sponsor without the necessity of application openings or regard to established eligibility lists.
14. If an employer has not participated in the training of an Apprentice for at least two (2) years prior to seeking entry or reentry as a Training Agent, they may elect their initial apprentice from bona fide employees who have been on their payroll for at least three months prior to the employer's application for an Apprentice. These employees must meet the minimum qualifications for the program. Once the initial selection of Apprentices has been made, the employer is thereafter restricted to selection from Applicants in the pool of eligibles.

DISPATCHING

15. Applicants will be placed in employment in a descending order based on their ranking. The first applicant on the list will be the first dispatched. The sponsor will make every effort to dispatch out of work apprentices prior to dispatching new Applicants in the pool. The sponsor will attempt to contact individuals for job opportunities by phone between (7:30 and 9:00 a.m. and 4:00-5:00 p.m.) as openings occur. The applicant will have 24 hours to respond to the call. If the applicant fails to respond or cannot be reached due to an incorrect phone number, the applicant will be

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removed from the list of eligibles. If the applicant cannot accept the job opportunity, the applicant will remain on the list and afforded one (1) additional opportunity before being removed from the list of eligibles.

RANKING SYSTEM POINTS:

16. Points will not be given unless the applicant provides documentation (letters from employers on company letterhead, or as an alternative, verification through the state employment division. Other verifications include DD214, course certificates, school transcripts, etc.

Drivers License	3
High School Diploma	10
(with B average/3.0 GPA or better add 2 points)	(+2)
GED (passing score)	5
(Score of 260 or better, with no single score of less than 50, add three points)	(+3)

Work Experience:	10 maximum
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General	1,000 hours = 1 point
Construction	1,000 hours = 3 points
Painting Related	1,000 hours = 5 points

Military Experience (no dishonorable Discharge)	6 maximum
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General	1 year = 1 point
Painting related	1 year = 5 points

Americorp, Peace Corps, VISTA	6 maximum
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General	1 year = 1 point
Painting related	1 year = 5 points

Education Related to Occupation	10 maximum
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(High school, Trade School or Community College): Shop, Home Economics, Design, Construction, Art, Chemistry, Algebra or higher math with C or better (verifiable).

2 points per class per term or quarter

Graduate of a pre-apprenticeship program with emphasis on construction or the trades, jointly approved by the JATC that has not been approved for direct entry. (B-Fit, Youth Build, etc.)	7
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B. Affirmative Action Plan:

1. Participation in annual workshop, if available, designed to familiarize all concerned with the apprenticeship system and current opportunities.

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2. Cooperate with school boards, community colleges, and vocational schools to develop programs, which prepare students for entrance into apprenticeship.
3. To encourage establishment and use of pre-apprenticeship preparatory trade training and to provide that those who engage in such programs are given full and equal opportunity for admission into one apprenticeship program.
4. Engage in any other such actions as stated above to ensure that recruitment, selection, employment and training of apprentices during apprenticeship shall be without discrimination because of race, color, religion, national origin or sex.
5. The sponsor will approve the direct entry into Apprenticeship openings of graduates successfully competing specific training programs approved by the JATC.

4. **TERM OF APPRENTICESHIP:**

The term of apprenticeship shall be 6,000 hours of employment.

5. **PROBATIONARY PERIOD:**

Not to exceed 1000 hours of employment.

6. **RATIO OF APPRENTICES:**

Journey-level Tapers of Registered Training Agent's work force must have one (1) apprentice to one (1) journey-level worker, and one (1) additional apprentice for each three (3) journey-level workers thereafter.

7. **WAGE PROGRESSION:**

Apprentices shall be paid on the following percentage basis in accordance with WAC 296-04-270(2)(c):

1st	period 1000 hours	50%	of the specified rate
2nd	period 1000 hours	55%	of the specified rate
3rd	period 1000 hours	60%	of the specified rate
4th	period 1000 hours	70%	of the specified rate
5th	period 1000 hours	80%	of the specified rate
6th	period 1000 hours	90%	of the specified rate

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8. **WORK PROCESS:**

The taper apprentice shall receive such instruction and experience in all branches of the trade, including the preparation of material for installation, as is necessary to develop a practical and skill mechanic versed in the theory and practice of taper. The apprentice shall also perform such other duties in the shop and on the job as are commonly related to a taper apprenticeship. The following work practices should be included in each and every apprentice's work experience:

<u>Drywall Finisher (Taper):</u>	<u>DOT #842.664-010</u>	<u>Hours</u>
1. Taping - Hand		200
2. Taping - Machine		400
3. Install Drywall Trim		300
4. Finishing/Hand		1700
5. Finishing/Machine		1200
6. Nail/Screw Spotting		200
7. Sanding & Touch Up		800
8. Texturing		600
9. General Cleanup		600
TOTAL HOURS:		6000

The Committee realizes that the completion of 6000 hours on-the-job training is the ideal, but recognizes that most apprentices will not be able to fulfill the total amount of hours specified in each and every work process as set forth in the standards.

ALL OF THE FOREGOING WORK EXPERIENCE AS HEREIN NOTED IS
UNDERSTOOD TO MEAN AS IT PERTAINS TO THE TRADE HEREIN INVOLVED
IN THESE STANDARDS.

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9. RELATED/SUPPLEMENTAL INSTRUCTION:

- A. Each apprentice shall enroll in and attend classes in subjects related to this trade as approved by the State Board for Community and Technical Colleges for a minimum of 144 hours per year.
- B. The methods of related/supplemental training shall consist of one or more of the following:
 - (X) Supervised field trips
 - (X) Approves training seminars
 - (X) A combination of home study and approved correspondence courses
 - () Technical College
 - (X) Community college
 - (X) Training trust
 - () Other (specify)
- C. Hours 144 minimum
- D. Satisfactory progress must be maintained in related training classes. (See Section 10, Administrative/Disciplinary Procedures.)
- E. Related training may cover the following subjects:
 - 1. History and Ethics of Drywall Industry
 - 2. The Apprentice and the Trade
 - 3. Basic Mathematics
 - 4. Use of Tools - Care and Safety
 - 5. Materials, Handling and Care
 - 6. Blueprint reading
 - 7. Safety/First Aid
 - 8. Preparation of Surface
 - 9. Finishing techniques

10. ADMINISTRATIVE/DISCIPLINARY PROCEDURES:

A. **General Information:**

The Apprenticeship program is administered by the Oregon and Southwest Washington Drywall Finishers Joint Apprenticeship and Training Committee

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(JATC). The JATC is comprised of regular members selected by the Signatory Painting Contractors Organization (SPCO) and by District Council #5 with three members each. Regular JATC meetings are scheduled at least six times per year. The JATC Chair may call special meetings, if the need arises.

Apprentices, Training Agents (TA) and JATC members are required to comply with all applicable federal and state Apprenticeship laws and regulations, as well as the policies of the Washington State Apprenticeship and Training Council. The JATC is registered with both Washington Department of Labor & Industries (DOLI) and the Oregon Bureau of Labor & Industries (BOLI).

All Apprentices will be registered to the JATC, who will act as the agents for the employers and employees in administering the program. Apprentices will not be registered to individual employers.

B. Duties of Apprentices:

The Apprenticeship Program is designed to give Apprentices the necessary skill and knowledge needed to become qualified journey-level workers in the trade. The purpose of the curriculum is to provide the Apprentice with the trade's related classroom and hands-on training.

The skilled craftsman must be capable of exercising independent judgment, understanding the fundamentals of the materials of the materials and equipment used, have the knowledge of the laws and regulations governing the trades and be capable of advancing to positions requiring leadership and responsibility. The normal term of apprenticeship is 6000 on-the-job hours and a minimum of 432 hours of related classroom time. The Apprenticeship period may be reduced or extended depending on the Apprentice's performance. The JATC will make the final decision in all matters.

Apprentices, both on-the-job and in related classroom training, must at all times conduct themselves in a neat, credible and professional manner. They must diligently perform their work and related classroom training assignments. They must at all times comply with the rules and regulations governing apprenticeship and the JATC policies. Failure to do so will result in disciplinary action by the JATC.

The Apprentice must:

1. diligently and faithfully perform the work assigned by his/her supervisor;
2. develop and practice safe work habits;
3. conduct himself/herself as a representative of the Apprenticeship program in a neat and professional manner;
4. attend and complete all required related training classes;

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5. complete all program requirements in a timely manner;
6. keep the JATC Administrator informed of current address and telephone number at all time;
7. work for an approved TA and comply with all JATC policies.

C. Monthly Progress Reports (MPRs):

The TA, supervisor, journey-level workers, or owner must evaluate the Apprentice in a timely manner so the Apprentice can submit the completed MPR on time. The instructor will verify the hours of related classroom attendance by signing the Attendance Roster.

An Apprentice must complete and submit MPRs each month that he/she is an actively registered Apprentice, even those months when he/she is not working. Apprentices must complete the MPRs on the last working day of each month. The Apprentice must total all hours on the MPR and keep a copy of each month's report. The JATC must be able to see the Grand Total on each MPR. The Apprentice should check the math to make sure the MPRs are accurate.

The JATC must receive them no later than the tenth day of the following month. MPR's received after the tenth day of the month will not be credited until the following month. A reminder notice will be sent to an apprentice whose MPR has not been received by the 11th day of the following month. Apprentices who's MPR is one month late will be held and will be sent a notice to appear. Apprentices who have two (2) delinquent or improperly completed MPRs will be held and will receive a proposed cancellation.

D. Credit for Previous Experience:

An Apprentice requesting credit for previous experience must submit a written request to the JATC and it will review the request at its next regularly scheduled meeting. Apprentices who have used past experience to gain points for the pool will not be allowed to use the credit again. The JATC may grant up to 50% of the total program hours (3000 hours maximum) no matter how much previous experience an Apprentice has had prior to entering the program. The JATC will not grant credit for illegally obtained experience.

Documentation must be included with the written request. The documentation must be as follows:

1. A notarized letter from an available former employer on company letterhead bearing the owner's signature. This letter must document the amount of legal time worked for the employer and detail the type of work done and the amount of time spent in each area.
2. School transcripts and/or military record where applicable.

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3. A letter on company letterhead from the current employer bearing the owner's signature stating that the current employer is aware of and concurs with the apprentice request.

Apprentices transferring from another registered painting program will be transferred in at the same level they achieved in their former program. However, they must meet the work processes and related training requirements of this program before being re-rated to a higher period.

E. Related Training Requirements:

All Apprentices are required to attend all related training as prescribed by the JATC and achieve passing grades in all classes. If an Apprentice cannot attend a related training class, he/she must immediately notify the Apprenticeship Office and provide a written excuse signed by his/her employer. Any Apprentice who has three (3) class absences (excused or unexcused) will be required to meet with the JATC. Apprentices working out of town must notify the Apprenticeship office for instructions on related training. Apprentices that miss two (2) classes will be required to meet with the program Administrator to arrange for make-up classes, if available. Make-up classes will be at the instructor's convenience.

F. Advancement:

Advancement (re-rating) will not be considered until all related training for the current period is completed. Each Apprentice is expected to advance in the program and complete the 6,000-hour program within a reasonable amount of time. Apprentices will advance in the program only if the following conditions are met and meet the JATC's approval.

1. Related Training requirements: Each Apprentice is expected to attend related training classes and meet the requirements under the related training requirements of this policy.
2. Apprentices will not be re-rated unless both the OJT and the Related Training requirements are appropriately met.
3. Apprentices must receive favorable evaluations from their employer in order to be considered for advancement. The Committee will consider a non-response to an Apprentice evaluation request a favorable response. Employers not giving an Apprentice a favorable report will be required to have a representative attend the next committee meeting.

G. Journey-level worker Completion:

The JATC recommendations will be based on completion of 6,000 OJT hours of well-rounded training as outlined in the program standards and completion of all the related training requirements as detailed in the Related Training Requirements

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section of this policy. Additionally, timely submission of all monthly progress reports that are accurate, complete, and current and a satisfactory evaluation and recommendation from the employer.

H. Apprentice Disciplinary Actions and Citations (Notice to Appear):

Disciplinary action may involve a warning, holds in advancement for short periods of time, holds in pay and grade, suspension and/or cancellation from the program. Issues that will bring about disciplinary action include, but are limited to:

1. Unsatisfactory evaluations by the employer.
2. Failure to complete related training requirements within the time specified in these policies.
3. Failure to accurately complete and submit monthly progress reports as specified in these policies.
4. Failure to advance in program.
5. Failure to keep the JATC informed of a current address and telephone number.
6. Unexcused absences and/or tardiness from job assignments or related training classes.
7. Failure to accept job assignments. Apprentices will be allowed to reject up to two (2) job assignments if they have a valid reason; i.e. distance to job site is too far away.
8. Display disruptive behavior on the job site, in training classes or in appearances before the JATC.

The JATC will notify non-probationary Apprentices in writing when it becomes aware of a problem. The notice will define the problem and explain what must be done to correct it. The apprentice will be cited to appear before the Administrator or JATC. Failure to adequately correct the problem or failure to appear as directed will result in a proposed cancellation from the program.

The Apprentice will receive a written citation, which will describe what must be done to correct the problem and give a specific time period to correct it. The Apprentice can contact the Apprenticeship Office; correct the problem and request to be excused from the JATC meeting. The decision to excuse an apprentice will be left to the Administrator.

An Apprentice who receives three (3) disciplinary citations in a six-month period of time will be proposed for cancellation from the program. Depending on the nature of the problem, the JATC may decide to suspend the Apprentice at this time. Apprentices whose behavior is creating a health or safety problem for other individuals, who are threatening or under the influence of alcohol or drugs at the job site or in class must leave immediately. The employer or instructor must notify the Apprenticeship Office and the JATC Chair of the situation and the

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Apprentice will be placed on suspension until the JATC can meet as a whole to address the situation.

If a problem cited in a proposed cancellation notice is not satisfactorily resolved within the time period specified, or, if the Apprentice fails to appear as directed, the JATC may cancel the Apprentice from the program.

Apprentices who have been canceled from the program For Cause will not be allowed to re-enter the program for one (1) year. These individuals must make application only during an open enrollment period.

A citation is a requirement by the JATC that the Apprentice appear before the JATC. Citations can be issued for both disciplinary and non-disciplinary reasons. Citations will be issued in writing giving the date, time and location of the meeting at which the Apprentice is required to appear.

Apprentices receiving a citation must respond immediately. Failure to respond to a Notice to Appear as directed will result in a Proposed Cancellation. Failure to appear at the next JATC meeting in response to a proposed cancellation notice will result in cancellation from the program. If a bonafide emergency prevents attendance at the meeting, the Apprentice must call the Apprenticeship Office in advance of the meeting and provide a written explanation within five (5) days of the date to appear.

I. Complaint Procedure:

Apprentices and TA's are encouraged to resolve disputes between themselves. If the problem is not resolved on this basis, either party can make a written complaint to the JATC no later than ninety (90) days from the date of the incident. The matter will be reviewed by the JATC at its next scheduled meeting. Both parties will be cited to the JATC meeting.

The JATC must make a written decision in the matter within ninety (90) days from the date the matter was heard. Either party has a right to file a complaint with the State Registration Agency, after receiving the decision of the JATC.

An Apprentice or Training Agent who has a dispute with the JATC should first try to resolve it by contacting the JATC Administrator or Chair as soon as possible to assure there is not a misunderstanding.

If they still feel aggrieved, they must file a written appeal to the JATC. The JATC will review the appeal at the next scheduled JATC meeting. The JATC must make a written decision within thirty (30) days from the date that the matter was heard. If the Apprentice or TA still feels aggrieved, either can file a written complaint with the State Registration Agency.

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J. Harassment Policy:

Any JATC member, TA, sponsor or representative who acts on behalf of the JATC's, Training Agents or sponsors will:

1. Provide a workplace or training site free from harassment of any kind, including but not limited to sex, sexual orientation, race, color, religion, national origin, political affiliation, marital status, age, mental or physical disability or association with anyone of a particular sex, sexual orientation, race, color, age, national origin, political affiliation, marital status or religion.
2. Uniformly apply rules and regulations concerning harassment to all employees. Unwelcome verbal and physical advances, requests for favors or other verbal and physical conduct constitutes harassment when: Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment or training; Submission to or rejection of such conduct by an individual is used as a basis for employment/training decisions affecting the individual. Such conduct has the purpose or effect of unreasonably interfering with the individual's work performance or creating an intimidating, hostile or offensive working or training environment.

K. Employment of Apprentices:

The JATC will direct the Administrator or Locals to assign Apprentices to TA's. It is the intent of the JATC to keep Apprentices continuously employed. However, workloads may dictate that an employer may find it necessary to lay an Apprentice off. If this should occur, the Apprentice must immediately notify the Apprenticeship Office. Apprentices who refuse two (2) assignments will be canceled from the program For Cause.

Out-of-work Apprentices will be provided the opportunity for assignment prior to those on the pool. Out-of-work Apprentices must immediately notify the JATC that they have become unemployed and give the reason. Apprentices may not leave or quit their employment without prior notice and approval of the JATC. Apprentices must work under supervision at all times. Employers must make sure that journey-level worker supervision and training is in accordance with the ratio requirements set in the Standards.

Apprentices will not be permitted to own, manage, or supervise the company or firm where the Apprentice receives on-the-job training apprenticeship hours. Apprentices will not be permitted to "moonlight or work on the side" in a trade related to the industry.

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Any apprentice found working in violation of the licensing law must stop immediately and will be required to attend the next JATC meeting to show cause why he/she should not be canceled from the program.

L. Training Agent (TA) Requirements:

Employers requesting approval as qualified TA's must hold their present business name at least one year prior to making application to become a TA with this program. They must be current licensed contractors who appear before the JATC and submit a completed and signed TA application form along with proof of workers compensation and general liability insurance. An inspection by a JATC member must be made to assure that the employer is capable of adequately training Apprentices.

Apprentices registered to the program are not allowed to own, manage, or supervise the company or firm where the Apprentice receives on-the-job apprenticeship training.

M. General Responsibilities of TA's:

Employers will be furnished a copy of the Standards for this program and JATC policies and must agree to comply with all of its provisions. There must be an authorized representative from each firm whose name, address, telephone number and signature are recorded with the JATC, as a contact person for Apprenticeship issues.

The employer must provide a safe working environment for the Apprentice and not place Apprentices in work situations that would cause them to miss scheduled related training classes unless prior arrangements for related training are made with the Apprenticeship Office.

Apprentices' Monthly Progress Reports (MPR) must be signed by an authorized employer representative in a timely manner so that the apprentice will be able to submit the MPR to the JATC within the deadlines established by these policies. An authorized representative must complete the employer evaluation for advancement of Apprentices. A non-response to an Apprentice evaluation will be considered a favorable response. Employers giving an unfavorable response to an Apprentice evaluation will be required to have a representative attend the JATC meeting.

The employer must strive to offer the Apprentice a full spectrum of training per the Standards. If an employer cannot meet this requirement he/she must notify the JATC and seek assistance in meeting the requirements.

The employer must agree to hire Apprentices according to the approved Selection Procedures. They must document the reason why a referred Apprentice was not

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hired and submit the documentation to the JATC prior to receiving another referral. If a Training Agent refuses three (3) referrals in a one (1) year period of time, he/she will be cited to the JATC for possible disciplinary action.

Employers must notify the JATC within three (3) days when an Apprentice is terminated. The employer must include the reason why. Employers must communicate with the JATC if they are experiencing problems with the Apprentice.

N. Training Agent (TA) Disciplinary Actions:

In seeking approval as a TA, the contractor agrees to adhere to the Standards of this apprenticeship program, the JATC Policies and all applicable state and federal laws and regulations governing employment, safety, licensing and Apprenticeship and training. Failure to do so will result in disciplinary action. The JATC will review alleged violations. The employer will be sent a written notification of the allegation and cited to appear before the JATC. If the JATC finds the allegation true, the employer will be given reasonable opportunity (as defined by the JATC) to correct the problem.

If the problem is not corrected and the JATC determines the violation is serious enough to warrant immediate disciplinary action or the employer has committed repeated violations, the JATC will take action against the employer. This action will include, but not be limited to:

1. A written warning.
2. Placed on probationary status.
3. A hold on hiring new Apprentices.
4. A minimum of one (1) year cancellation of the TA status.

O. Partial Rotation of Apprentices:

All Apprentices should obtain work experience for at least 50% of the hours listed for each work process in the JATC's approved Standards. In the event that a JATC cannot provide an Apprentice with work experience equaling at least 50% of the hours listed for each work process set forth in the Standards, the JATC will allow the Apprentice to continue taking related training classes as long as he/she needs more training.

P. Leave of Absence:

The JATC may grant a leave of absence to an apprentice for the following reasons: "Medical", "Personal Emergency", or "Economic Conditions." The following conditions must be met:

1. The request for "Leave of Absence" must be in writing to the JATC ten (1) days before the next JATC meeting;
2. The Apprentice's class attendance must be up-to-date; and

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3. Apprentice's MPR's must be up-to-date

If the "Leave of Absence" request is due to economic reasons, the Apprentices must have been out work for 90 working days, prior to the request. The Apprentice may only have worked a maximum of 40 hours in that 90-day period to be considered for a "Leave of Absence". The "Leave of Absence" may be extended in increments of six (6) months providing the JAT receives a written request before the current term expires. Apprentices that do not follow the "Leave of Absence" policy will have to make application during an open enrollment period for re-entry into the program.

11. **COMPOSITION OF COMMITTEE AND ALTERNATES:**

The JATC is comprised of regular members selected by the Signatory Painting Contractors Organization (SPCO) and by District Council #5 with three or more members each.

The Employer Representatives Shall Be:

Doug McClain, Chairman
The Harver Company
1570 SW Upper Boones Ferry Rd.
Lake Oswego, OR 97035-4066

Bob Stone
Ceiling Systems, Inc.
2340 SE Gladstone
Portland, OR 97202

Brent Fulbright
Cascade Acoustics
PO Box 189
Tualatin, OR 97062

Ed Charles
Associated Wall & Ceiling Contractors
3420 SW Macadam Ave.
Portland, OR 97201

The Employee Representatives Shall Be:

Bill Regan, Secretary
Local #10
11105 NE Sandy Blvd.
Portland, OR 97220

Stanley A. Deuel
11105 NE Sandy Blvd.
Portland, OR 97220

John Kirkpatrick
District Council #55

Tim Carrier
11105 NE Sandy Blvd.

OREGON AND SOUTHWEST WASHINGTON DRYWALL FINISHERS
APPRENTICESHIP COMMITTEE

11105 NE Sandy Blvd.
Portland, OR 97220

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12. SUBCOMMITTEE: (None)
13. TRAINING DIRECTOR/COORDINATOR:

Michelle J. McKenna
Painters JATC
12687 NE Whitaker Way
Portland, OR 97230